



## **International Economic & Business Law (LL.M.)**

### ***Japanese Government Scholarship & Self-Financing Students***

### **Application Guidelines (Fall 2015 Admissions)**

#### **1. Introduction**

Please read the following Application Guidelines before submitting an application.

In 1994, the Graduate School of Law at Kyushu University established Japan's first Master's level program taught entirely in English: the LL.M. program in International Economic and Business Law (IEBL). Drawing upon faculty members with particular strengths in these fields of law, the IEBL program is designed to provide both Japanese and international students with the ability to confront the many challenges of contemporary international economic affairs and commercial transactions. Taught in English from a Japanese perspective, the IEBL program seeks to develop a critical understanding of economic and legal principles within the framework of international & comparative law.

**If you are applying for a Japanese Government Scholarship, please read Sections 5 & 6 very carefully.**

For full details on the International Economic & Business Law (IEBL) LL.M. program, see: <http://www.law.kyushu-u.ac.jp/programsinenglish/>

#### **2. Program Duration**

The IEBL is taught on a full time basis and takes 12 months for completion, beginning in October every year and ending in early September of the following year.

### 3. Admission Requirements

For admission to the *IEBL*, applicants must meet the following requirements:

1. A degree in Law from an accredited university.
2. A good command of English. A TOEFL score of 237+ (computer-based), 580+ (paper-based), or 92+ (Internet-based) or equivalent is required for non-native English speakers.
3. Sufficient financial support for the duration of the program. Further details on the costs of studying for the *IEBL*, including tuition and other fees, are available at the program web site.

### 4. Application Materials

Applicants are requested to submit by registered airmail or equivalent (i.e. Federal Express, DHL etc.), **an original and one copy** of the following documents to the Faculty of Law, Kyushu University **before January 16, 2015** (applications arriving after that date cannot be accepted):

1. Completed ***IEBL* Application Form**. Please note: (1) It is very important that the name that you include in Section 1 of the Application Form is the same as the name in your passport. The Student Visa of successful applicants will be issued with the name provided in Section 1, and it can cause problems at immigration when entering Japan if the names are different. (2) Nationality. You must indicate if you have dual nationality or Japanese nationality.
2. A photocopy of **Graduation Certificate** of the last university and graduate school attended, OR a **Certified Letter** from the university at which the applicant is currently attending, stating the expected graduation date.
3. **Official School Transcript** of the last school from which the applicant graduated and that which the applicant is currently attending.
4. **Two Letters of Recommendation** from the Dean, the applicant's supervising professor or other teaching staff who have had direct contact with the applicant; or from a supervisor in the employing body with personal knowledge of the applicant (forms attached below). If you want a Japanese Government Scholarship, one Letter of

Recommendation must be from the Dean.

5. For non-native speakers, **proof of English proficiency** must be provided. A TOEFL score of 237+ (computer-based), 580+ (paper-based), or 92+ (Internet-based) or equivalent is required for non-native English speakers.

All application materials should be typed **in English** on the attached forms or additional sheets of A4 paper. In the event materials required above are in a language other than English or Japanese, a translation into one of these languages must be attached.

Application materials will **not** be returned to applicants.

## **5. Application Procedure**

Question 6 of the *IEBL* Application Form asks whether an applicant wishes to receive a Japanese Government Scholarship.

Section 6 below describes the conditions of eligibility for the scholarship.

The application procedure is different depending on whether you are applying for a Japanese Government Scholarship or not:

### ***i. Applicants NOT wishing to receive a Japanese Government Scholarship***

After receiving the application Kyushu University **MAY** decide to hold an interview.

Interviews will be held either by SKYPE, phone or (if it is convenient) in person in the first week of February 2015.

Applicants will be informed of the result of their application to the *IEBL*, by mid-March 2015.

### ***ii. Applicants wishing to receive a Japanese Government Scholarship***

After receiving the application, Kyushu University **MAY** decide to hold an interview.

Interviews will be held either by phone, Skype or (if it is convenient) in person, in the

first week of February 2015.

If the *IEBL* Admissions Committee decides to award a scholarship, the applicant will be informed *by the end of the first week of February 2015*.

A student who has been awarded a scholarship will then be required to submit the Japanese Government Scholarship Application Form and supporting materials. This form will be provided to all successful candidates by e-mail.

The completed Scholarship Application Form must be submitted before **February 20, 2015**.

Successful candidates who are **not** interviewed by phone, Skype or in person will be required to complete a brief “e-mail interview” in the period between the first week of February and February 20, 2015.

Formal confirmation of a place on the program and the award of the scholarship will be informed to the candidate by mid-March 2015.

## **6. Conditions of Eligibility for the Japanese Government Scholarship**

To be eligible for a Japanese Government Scholarship, a candidate must meet **all** of the following conditions:

- (1) **Nationality:** Applicants must be citizens of a nation recognized under the foreign scholarship program of the Japanese Ministry of Education, and be resident in that nation until they come to Japan after they are awarded the scholarship. Anyone holding Japanese nationality is not eligible to receive a scholarship.
- (2) **Education:** Applicants must hold a Bachelor’s degree in Law from an accredited University. In the event they are currently studying law at a university, graduation should take place before October 1, 2015 in order to be eligible.
- (3) **Age:** All applicants must be under 35 years of old as of April 2, 2015. i.e. Any candidate born before April 1, 1980 is not eligible for a Japanese government scholarship.

- (4) **Military personnel** are not eligible for this scholarship if they remain on active duty.
- (5) **Married applicants** will not be considered for the scholarship at the same time.
- (6) **Existing financial support:** Persons already receiving financial support from their home government or other organization are ineligible for this scholarship.

### **7. Warning**

Successful applicants will have their enrollment at Kyushu University withdrawn immediately in the event of **any** of the following:

- If the applicant is found to have made false statements on his/her application.
- If the applicant is subject to disciplinary measures or has been found to have no promise for academic achievement by the University.
- If the applicant is absent from University for a prolonged period of time without permission.
- If the student has insufficient resources to finance their studies in Kyushu University.

### **8. Inquiries**

Inquiries by phone cannot be accepted. Written inquiries regarding this program and submitted materials should be addressed to:

Admission Office of the LL.M. Program,  
Graduate School of Law, Kyushu University,  
6-19-1 Hakozaki, Higashi-ku,  
Fukuoka 812-8581, Japan.

Alternatively, candidates may correspond by fax or e-mail:

Fax: 81[Japan]-92-642-4162

E-mail: *admission@law.kyushu-u.ac.jp*

## International Economic & Business Law (LL.M.) Application Form

1. APPLICANT INFORMATION					
<b>Last Name</b>		<b>First</b>		<b>Middle</b>	
<b>Contact Address</b>					
<b>Nationality</b>			<b>E-mail</b>		
<b>Phone</b>			Please paste a passport sized photo here		
<b>Age</b>					
<b>Date of Birth</b>					
<b>Gender</b>	<input type="checkbox"/> M <input type="checkbox"/> F				
2. EDUCATION HISTORY					
<b>Elementary School</b>					
<b>Attended From – To</b>					
<b>Secondary School (1)</b>					
<b>Attended From – To</b>					

Candidate Application Checklist: 1. Completed Application Form 2. Proof of English Proficiency

Date: \_\_\_\_\_ 3. TWO Recommendation Letters 4. Transcript from University 5. Degree Certificate

<b>Secondary School (2)</b>			
<b>Attended From - To</b>			
<b>Higher Education</b>			
<b>Attended From-To</b>		<b>Degree Awarded</b>	
<b>Higher Education</b>			
<b>Attended From-To</b>		<b>Degree Awarded</b>	
<b>Total Years of Schooling</b>	___ Years		
<b>3. EMPLOYMENT HISTORY</b>			
<b>Name &amp; Address of Employer</b>			
<b>From - To</b>		<b>Position</b>	
<b>Name &amp; Address of Employer</b>			
<b>From - To</b>		<b>Position</b>	

**4. ENGLISH ABILITY** (Please indicate your TOEFL [or equivalent] score)

**5. THESIS PROPOSAL** (In less than 1,000 words, please write a research proposal for a topic that is suitable for an LL.M. program.)

**PROPOSED THESIS TITLE:**

**SUMMARY:**



<b>6. SCHOLARSHIP</b>			
Do you wish to be considered for a Japanese Government Scholarship?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
If you do not receive a Japanese Government Scholarship, are you willing to privately finance your studies at Kyushu University?		<input type="checkbox"/> YES <input type="checkbox"/> NO	
<b>7. DECLARATION &amp; SIGNATURE</b>			
I certify that my answers are true and complete to the best of my knowledge.			
If this application leads to my enrolling at Kyushu University, I understand that false or misleading information in this application may result in my enrollment at Kyushu University being terminated.			
<b>SIGNATURE</b>		<b>DATE</b>	

**(Optional)** Could you please indicate how you became aware of the *IEBL* program?

---

## RECOMMENDATION (1)

To: Prof. Dr. ARIKAWA Setsuo  
President of Kyushu University

※To the RECOMMENDER: Please write a statement concerning the applicant, stating how long and in what connection you have known him/ her, your evaluation of his/ her character, your speculation on the applicant's potential for success as a graduate student and his/ her potential for independent research ( use space below)

On behalf of

(Name of Applicant): \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Family First Middle

CONFIDENTIAL

IMPORTANT: Please evaluate the applicant's qualification, compared with the last 5 years students, by checking the appropriate space below, and specifying first the group with which you have compared him/her.

QUALIFICATION	Excellent (upper 5%)	Good (6-20%)	Satisfactory (21-50%)	Average or below (lower 50)	No basis for judgment
<b>①KNOWLEDGE</b>					
Intellectual ability					
Knowledge in subject of proposed study					
General knowledge					
<b>②GOOD JUDGEMENT &amp; EXPRESSION</b>					
Imagination					
Oral Expression					
Written Expression					
<b>③COMMON SENSE</b>					
Industry and Perseverance					
Emotional stability					
Inquisitiveness & independence					
<b>④CONCLUSION(Overall potential as)</b>					
Teacher					
Scholar (research fellow)					
LL.M. holder					
LL.D. holder					

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Institution \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail \_\_\_\_\_

We appreciate the time and effort that you have taken to provide us with these comments.

Please return this letter directly to Kyushu University OR place in sealed envelope and return to the candidate.

Address: Admission Office of International Programs  
Faculty of Law, Kyushu University  
6-19-1 Hakozaki, Higashi-ku, Fukuoka, 812-0061 JAPAN

## RECOMMENDATION (2)

To: Prof. Dr. ARIKAWA Setsuo  
President of Kyushu University

※To the RECOMMENDER: Please write a statement concerning the applicant, stating how long and in what connection you have known him/ her, your evaluation of his/ her character, your speculation on the applicant's potential for success as a graduate student and his/ her potential for independent research ( use space below)

On behalf of

(Name of Applicant): \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Family First Middle

CONFIDENTIAL

IMPORTANT: Please evaluate the applicant's qualification, compared with the last 5 years students, by checking the appropriate space below, and specifying first the group with which you have compared him/her.

QUALIFICATION	Excellent (upper 5%)	Good (6-20%)	Satisfactory (21-50%)	Average or below (lower 50)	No basis for judgment
<b>①KNOWLEDGE</b>					
Intellectual ability					
Knowledge in subject of proposed study					
General knowledge					
<b>②GOOD JUDGEMENT &amp; EXPRESSION</b>					
Imagination					
Oral Expression					
Written Expression					
<b>③COMMON SENSE</b>					
Industry and Perseverance					
Emotional stability					
Inquisitiveness & independence					
<b>④CONCLUSION(Overall potential as)</b>					
Teacher					
Scholar (research fellow)					
LL.M. holder					
LL.D. holder					

Signature \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Institution \_\_\_\_\_

Relationship to Applicant \_\_\_\_\_

Address \_\_\_\_\_

Phone Number \_\_\_\_\_ Fax Number \_\_\_\_\_

E-mail \_\_\_\_\_

We appreciate the time and effort that you have taken to provide us with these comments.

Please return this letter directly to Kyushu University OR place in sealed envelope and return to the candidate.

Address: Admission Office of International Programs  
Faculty of Law, Kyushu University  
6-19-1 Hakozaki, Higashi-ku, Fukuoka, 812-0061 JAPAN